


DEPARTMENT OF CORRECTION  INSTITUTIONAL SERVICES DIVISION	DIRECTIVE NUMBER: 401.06.03.012	PAGE NUMBER: 1 of 2
	SUBJECT: Grievance Mechanism	Adopted: 05-15-98 Revised: 11-02-98 Reformatted: 02-2001

01.00.00. POLICY OF THE DEPARTMENT

It is the policy of the Idaho Board of Correction that the Department of Correction ensure proper medical, dental, psychiatric and psychological services and treatment be provided to inmates incarcerated under its jurisdiction, including those state-sentenced offenders held in non-IDOC facilities.

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03.00.00. REFERENCES

Idaho Department of Corrections, Division Directive, 02-316.

Standards for Adult Correctional Institutions, Third Edition, Standards 3-4271.

Standards for Health Services in Prisons, 1997, P-12.

04.00.00. DEFINITIONS

Facility Health Authority: The on-site Health Authority or senior health staff assigned.

Medical Authority: Idaho Department of Correction Health Services Chief.

Medical Director: A physician (M.D.) either employed by the Idaho Department of Correction or the physician in charge if medical services are privatized.

Regional Health Manager: The individual assigned as the primary manager who is administratively responsible for the delivery of medical services if health services are privatized.

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05.00.00. PROCEDURE

For the purpose of uniformity, the Idaho Department of Correction requests that those inmates under its jurisdiction have access to and are allowed to use the "Inmate Grievance Process" as identified under section number 316.02.01.001, Division of Prisons Directive.

In case of a medical grievance, these additional steps will occur:

Inmates should be instructed during or as soon after intake screening as possible, the procedure of inmate medical concerns and Inmate Grievance utilization.

The Facility Health Authority or designee, the responsible physician, or the nurse supervisor will interview the complainant for a possible early and effective means of resolving the problem.

This interview provides evidence of health care staff's concern.

Administrator, Institutional Services Division

Date